



## **HUALAPAI NATION JOB ANNOUNCEMENT OPEN COMPETITIVE**

**JOB TITLE:** Suicide Prevention Paraprofessional (2)  
**DEPARTMENT:** Hualapai Health-Education and Wellness  
**CLASS:** Full Time/Covered/Non-Exempt  
**SALARY:** \$13-15 per hour / DOE  
**OPENING DATE:** November 2, 2015  
**CLOSING DATE:** Open Until Filled

### **POSITION SUMMARY:**

The Suicide Prevention Paraprofessional provides mental health counseling and substance abuse counseling services in the Hualapai Tribe under the Authority of Hualapai Behavioral Health Services. Provides mental health counseling and substance abuse services to children, youth and their families. The paraprofessionals work in cooperation with the Project Director and other Behavior Health staff.

### **ESSENTIAL FUNCTIONS:**

- Ability to provide clinical services; assessment, treatment planning, individual, family and groups therapy, for all required populations, in a variety of settings including, but not limited to: office, IHS hospital, schools, shelter, detention center, client's homes, and off Reservation settings.
- Ability to take notes on each incident/visit and report this information to the Project Director. Ability to develop positive working relationships with IHS agencies, Tribal departments, schools, court, prosecution, juvenile probation, social services, and off Reservation resources.
- Ability to provide twenty-four hour on-call services in a rotational schedule including irregular hours, weekends, and holidays.
- Ability to provide crisis services as needed.
- Participation in all required Hualapai Behavior Health meetings and training, including weekly staff and/or clinical staff meetings.
- Attends all appropriate clinical management trainings both within and outside of Hualapai Behavior Health.

### **EDUCATION, KNOWLEDGE, AND EXPERIENCE:**

- Must possess a minimum of a High School Diploma/GED. Preferably, have at least three years of experience working with Hualapai children, adolescents and families.
- Possess a valid Arizona Driver's license and have personal transportation, which may be used for business purposes with reimbursement for mileage as applicable.
- Must be able to pass fingerprint background check prior to hire, and get an AZ DPS Fingerprint card.
- Must be able to work collaboratively with all departments and staff.

- Indian preference for registered members of the Hualapai Tribe or any registered member of a federally recognized Tribe or Nation, after meeting all other qualifications.
- Ability to operate the following: basic computer skills, which include Word, Excel, PowerPoint, copy machine, fax and a calculator.
- Submit to and pass a pre-employment drug/alcohol screening and random test thereafter.

**HOW TO APPLY:**

Submit a **completed** Employment Application to: Human Resources Department, PO Box 179, Peach Springs, AZ 86434, fax (928) 769-1191, or call (928) 769-2215/2216 for information. **To be considered for employment, the Human Resources Department must receive a completed application by 5:00 PM on the closing date.** A resume **will not** be accepted in lieu of a completed employment application. **All applications and supporting documentation submitted becomes the property of the Human Resources Department; please keep copies for your own reference.**

**PREFERENCE:**

All applicants are considered without regard to age, sex, race, national origin, religion, marital status, or physical disability. However, preference may be extended to persons of Indian descent in accordance with Public Law 88-355, Section 703 (702-71) and public Law 93-638, Section 7B.

**THE HUALAPAI TRIBE IS AN EQUAL OPPORTUNITY EMPLOYER/PROGRAM**

**Auxiliary aids and services available upon request to individuals with disabilities**